

Operations Report  
February, 2008

During the past month some highlights of the activities of this office included:

1. Held a meeting with custodians at various schools to review necessary work requests. Some outstanding items include paving work, rug replacement, ceiling tiles and exterior lighting at Winthrop, bathroom work, roof (not scheduled for reimbursement for four years), gym floor, gym ceiling tiles BDJMS, lecture hall furniture, painting, bathroom work and tile work at NLHS and a variety of maintenance issues at the schools. These were on track with Ed Steward and I have to meet with Mr. Samul to see how we are going to proceed at this point. Some of the work has been budgeted while other work awaits funding.
2. Held meetings with the City Manager to review an incentive energy efficient program whereby pieces of equipment that are needed would be replaced at no up-front costs with the payment of these items to come out of the savings realized by energy efficiency. These include boilers at the BDJMS and NLHS and some HVAC equipment for the classrooms.
3. Met with the representative of our mop and mat supplier to pilot a new mat at the BDJMS entrance to see if it would better keep the mud out of the building and then save on cleaning time and product. This is still to be determined.
4. Met with a representative of Siemen's to review our fire alarm systems and see if we can work with the city to have more efficiency in this equipment.
5. I go to New Haven regularly to meet with the urban districts involved in construction projects to review issues that come up in all of our towns that might be common and how we deal with them. We are also reviewing construction legislation to see if the legislature might consider some additional reimbursement for some things that are now not reimbursed on a building project. (cost to move to swing space, property management if property is purchased for construction etc.)
6. Attended the City Manager's meeting with all city department heads to review the five year capital plan. The Board's is in place from last year and has not been cut pending each year's budget process. Included are new roofs, window replacement at NLHS, elevator at C.O., painting projects, parking lot repaving, and enlarging the C.O. parking lot in the front of the BDJMS gym for a few years out.
7. I facilitated a tour of Winthrop and Nathan Hale for perspective architects bidding on those Magnet School projects and then attended the bid opening.
8. Worked on safety issues such as facilitating pictures for badges for all employees which have been taken and are now being set up to be distributed.
9. Had a number of meetings on our security door locking system and how swipe cards will be used instead of keys. Each user will be identified by his/her swipe card which gives us the ability to track who is opening our buildings and when.
10. Held meetings with the Registrars of Voters to prepare the schools for election day.